G. R. S. 58]

Previous references.

P 21

File No. 126-14

Serial Nos. 11-13

191⁴

(Gen)

Later references.

Gsp 11-14 Lbs 1[illegible]
[illegible]-19 (1[illegible]20)
" 13-20 (9+11A)
Dep. 259/M 1921-22.
Dep Pro. 407-M.
Gp21-22
P+S 67-21 closed
P+S 36-27 (17

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 11-13

Part B for June 15

SUBJECT.

Rules defining powers of appointment, promotion & disciplinary action which may be exercised by the Supdt: Govt: Press.

13.7.15 The Supdt. Govt. Press, Supdt: Govt: Stg. Supdt. Stamp manufactory Nomptr: Nos 1012-15 & 22.7.15
Lays down rules on the above subject

GPB—10,000—28-3-15

23.11.15

5960

G.R.S. 11] 1914-15

GENERAL AND REVENUE SECRETARIAT.

(Clerical)

NOTES.

Gen File No. 126/14-15

FILE HEADING.

Establishment of the Govt Stationery Depot

From The Supdt Govt Stationery

No. 712 Dated 18-1-15 Received 19-1-15

Diary No. 5-960	Enclos.	Spare Copies.	Serial No. 11

BRIEF ABSTRACT OF LETTER.

Forwards the return of purchase entertainments &c promotions in his office during the Qr ending 31st Dec 1914.

NOTES AND ORDERS.

1/ G.O. prescribing the returns is pending. The two returns are to be separately prepared & forwarded whereas the Supdt has sent the return in one form.

2/ It is also for consideration if the Supdt can

GPB—35,000—15 6-12

5960 2

G. R. S. 12]

General and Revenue Secretariat. | File No. 126 of 191 6-7

Serial No.

transfer of his own motion from the Press Office to the Stationery Depot & ~~that~~ vice versa. Though under the same Office. the two Offices are distinct with separate staff & scale. Hanumaji Rao on Rs 30 p.m. Proof examiner in the Press has been transferred on promotion to the Stationery Depot as on Rs 35/- Store Keeper. Gopala Menon the former Storekeeper of the Depot is reported to have died. Other promotions are on a par with the above. Storekeepers place requires security ~~to be furnished~~ to be furnished by the incumbent. Subd for orders 29/1/15

Mr.

3) What was the previous practice? were separate statements being subd?

4) Were such inter-depte transfers by the Supt acquiesced in by Govt before?

30/1/15

Subd

Separate Statements were submitted.

NOTE—Contn. sheet.

GPB—25,000—2-11-14

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G. R. S. 12]

General and Revenue Secretariat. | File No. 126 of 1914-15

Serial No.

as per standing orders. Sometimes, though rarely, a single staff was subd. These inter-departmental transfers which are not frequent have been approved by Govt as in the case pointed up below. It is not known if Ramanuja Rao, Proof Examiner of the Govt Press on Rs 30/- per mensem who has been appointed Store Keeper of the Stationery Depot on Rs 35/- has furnished security of Rs 500/- as required by G.O. No. 10138-19/Mis-983-12 dated 1st March 1913

BR 3-2-15

6) I think the two returns should be kept separate.

7) Though the Press and the Stationery Depot happen to be under the same officer, they are separately constituted offices; & it is faulty in principle to permit inter-office transfers without the sanction of Govt.

DyCoS) 6-2-15

8) What are the powers of the delegate of the Supdt?

NOTE—Contn. sheet.

GPB—25,000—2-11-14

4/4/15 BR Orrs

4960

4

General and Revenue Secretariat.

File No. 126 of 1914-15

Serial No.

9) The Superintendent's powers of appointment are nowhere defined.

Press, stationery and Stores were placed under the Secretary with the Supdt in immediate charge of it. In order that there may be no uncertainty about it, it is necessary to define his powers of appointment.

Subd

For buys 19/2/15 10 They may perhaps be defined as below:

11) Appointments of Rs 40/- and under to be made by the Supt, and all higher apptments to be made by Govt.

12 Transfers from one depn office to another, & promotions involving such transfers, to require the previous sanction of Govt.

13. The power of punishment to follow the power of apptment, an appeal being allowed to Govt from orders passed by the Supt?

20/2/15

Agd Secy

4 Cannot we also prescribe

NOTE—Contn. sheet.

GPB—25,000—2-11-14

5960

5

R. S. 12]

General and Revenue Secretariat.

G&R File No. 126 of 1914-15

Serial No.

same qualifications? The Asst Secy may kindly discuss the question with Mr. Yates & put up complete proposal

A
23/4/15

15 I have discussed the question with Mr Yates, & he has assented to the adoption of the following rules in regard to appointments in the Govt Press, Govt Stationery Depot, & the * Stamp Manufactory:—

Flag K

(i) All appointments in these offices of which the monthly salary exceeds Rs 40 shall be made by Govt. The Supt shall report the occurrence of such vacancies to Govt with definite recommendations in each case, setting forth the claims & qualifications of the available candidates

(ii) All other appointments in these offices shall be made by the Supt subject to the approval of Govt.

(iii) Appointments or promotions involving transfers of officials from one of the offices specified

* This is under the Stamp Act, which will also have to be consulted, unless it is deemed sufficient to frame rules for these two offices only.

9/4/15

NOTE—Contn. sheet.

GPB—25,000—2-11-14

G.R.S. 13]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

All apptments in the Govt Press, Govt Stationery Depot, and the Stamp Manufactory of which the monthly salary exceeds Rs 40/- shall be made by Govt.

All other appointments in the said offices shall be made by the Superintendent subject to approval. confirmation by Govt.

Appointments or promotions of Offrs involving transfer of officials from one of the offices specified about to another shall require the previous sanction of Govt.

All vacancies the Supt shall report the occurrence of such vacancies to Govt with his definite recommendations in each case, stating fully the claims & qualifications of the available candidates for appointment or promotion

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

I quite agree to these suggestions.

5/4/15 W. Hall

GPB—50,000—29-6-14

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7

G. R. S. 12]

General and Revenue Secretariat.

File No. 126 of 1914-15

Serial No.

above to another shall require the previous sanction of Govt.

16 I think we may also add that ~~describing~~ the power of punishment shall include that of appointment, an appeal being allowed to Govt from orders passed by the Supt?

WR 9/4/15

17 This proposal is based on the assumption that the Supt of the Govt Press will be always an officer of the status of Mr Yates. If an officer of lower status is appted, the powers of apptment will have to be lowered correspondingly

WR 9/4/15

18 I agree. Please draft up a draft. The draft may make it clear that the rules may be subject to revision if there is a change of incumbents

WR 10/4/15

Draft order put up as ordered

BR 15/4/15

20 Please put up a typed draft as revised.

WR 16/4/15

NOTE—Contn. sheet.

GPB—25,000—2-11-14

no reference was made to Government on the matter.

Yours Sincerely
C. Achutha Menon

To
V. N. Sripathi Rao, Esq.,
Superintendent,
Law Branch

Mysore Government Press,

Bangalore [illegible] 1916.

Dear Sir,

Your D.O. [illegible]

[illegible] Revenue [illegible]

from the Station [illegible]

Depôt [illegible]

-lishment on 1st July

1915 [illegible] to the Govern-

-ment Order referred

to in the D.O. [illegible]

5960

8

G. R. S. 12]

General and Revenue Secretariat.

File No. 126 of 1914-15

Serial No.

Typed draft below

R.R. Law 17/5/15

Draft may be app

7/5/15

1st Member

Dewan

Approved. Circulate.

13/5/15

approved

18/5

Approved by the Extraordinary Member

24/5/15

With D.S.N

Dewan 26/5/15

(May be treated as a Comml matter

7/5

C.S

14/5

14.5.15

Please put up with D.S.N

26/5/15

NOTE—Contn. sheet.

GPB—25,000—22-3-15

G.R.S. 13]

9

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Draft Submn. note to put up.

28 hrs
27/5 Please put it up

as revised

27 5 75

* typed copy to put up.

with hrs.
27/5

28 5 75
(Sd) (Sd)
(copied by Sd)

28 5 75
(Sd)
First Member)

Why is this sent to me? The Dy Secy has rightly marked it to Dewan.

* 8/6/15

Desai 7/6

~~Why~~ It was perhaps sent by mistake by the office under the impression that the 1st Member was still in charge. The file may be sent to the Dewan now

8/6/15

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GPB—50,000—29-6-14

7747
8.6.15

For disposal by Circulation.

No. C. 623 10

15. 5. 1915.

GENERAL AND REVENUE SECRETARIAT.

Council Matter.

SUBJECT.

Draft Govt. Order laying down definite rules regarding the powers of appointment, promotion, leave &c in the Government Press & Stationery Depot.

CIRCULATED TO THE MEMBERS OF COUNCIL.

By Order,

Deputy *Secretary to Government.*

15th May 1915.

Extraordinary Member of Council.

First Member of Council. Approved by the First Member of Council

Second Member of Council. Approved by the 2nd Member of Council

GPB—1,000—28-8-14

Submitted to His Highness.

Encls. to papers under this flyleaf.

The return of fresh appointments and promotions submitted by the Superintendent of Stationery for the quarter ending 31st December 1914 called attention to the necessity for clearly defining the powers of appointment, promotion, and disciplinary action, which may be exercised by the Superintendent in the Press and the Stationery Depot.

Draft for approval.

Paragraph 5 of the draft order.

2. The draft order lays down clear and definite rules which have been prepared in consultation with Mr. Yates. It is also provided in the order that they shall be liable to revision in case he is succeeded by an officer of lower status.

Page 8 of Office Notes

3. The draft has been passed by the Members of Council and is submitted herewith for His Highness's gracious approval.

4. As regards the establishment attached to the Stamp Manufactory which is also under the control of Mr. Yates, a separate set of rules will be framed in consultation with the Stamp Commissioner and submitted to His Highness in due course.

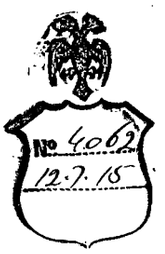
12/7/15

H. Manjunadayya

12

Record of Cases submitted for the Orders of His Highness the Maharaja.

Subject.



Rules defining the powers of appointment, promotion and disciplinary action which may be exercised by the Superintendent of the Government Press and the Stationery Depot.

59.

Order.

KRW
16/7/15

17/7/15

13

General and Revenue Secretariat.

Gen File No. 126 of 1914-15

Serial No.	
	Imp D 2077-1915
13	To. The Supdt. Govt Press.
	do — Govt Stationery
	" do — Govt Stamp manufactory
	~~do~~ Comptroller.
	No: G 1012—15 dt 22-6-15.
	Lays down rules defining the power of appointment, promotion, and discipli any action which may be exercisa by the Supdt of the Govt Press and Stationery Depot.

NOTE—Contn. sheet.

GPB—25,000—22-3-15

GPB—2,000—21-11-14 14

No. 712

Office of the Superintendent,
Mysore Government Stationery Depot.

Dated Bangalore, 18 Jan; 15.

V Pr. 19/1.

DIARY No. 5760.

From

C. H. YATES, Esq.,
Superintendent, Government Stationery, 1914-1915
Bangalore.

SECTION General
FILE No. 126 K
SERIAL No. 11

To

D. M. Narasinga Rao, Esq., B.A., B.L.,
Offg: Secretary to Govt: Gen & Rev Departments,
Bangalore.

Sir,

I have the honor to forward herewith quarterly return of fresh men entertained and promotions made in my office during the quarter ending 31st December 1914.

I have the honor to be,
Sir,
Your most obedient servant,

C. H. Yates

Superintendent of Stationery.

Statement of fresh men entertained and promotions made in the Stationery Office during the Quarter ending 31st December 1914.

Name	Name of Official	Qualification	Length of Service		Previous appointment		New appointment		Nature of the vacancy in which present promotion was ordered	Under what Article of G.O. No 3 dated 12.4.88 the case falls. if not, why not?
			years	months	Designation	Pay	Designation	Pay		
						Rs		Rs		
Stationery Office	Hanmaji Rao	Lit	23	6	Proof examiner	30	Storekeeper from 1-10-14	35	In the vacancy caused by the death of P. Gopala Iyengar	
"	Venkata Subbaiah	"	23	"	Clerk	25	Accountant from 1-10-14	30	Vice Hanmanaik appointed accountant transferred to Press.	
"	Ganesh Char	Imatic	17	10	Proof examiner	25	Clerk from 1-10-14	25	Vice No 2 promoted.	
"	Ramayya	"	21	2	Cooly	9	Packer from 1-10-14	10	Vice Packer Narayan Raj transferred to Press.	
"	Hanmanna	"	"	"	"	"	Sarash from 1-10-14.	5	Vice Hanmanna absented himself without leave from 1-10-14	

Bangalore
January 15

Superintendent of Stationery.

Proceedings of the Government of His Highness the Maharja of Mysore.

Read:-

Paper under file

Letter No 712 dated 18th January 1915 from the Superintendent of Government Stationery forwarding the quarterly return of fresh appointments and promotions given in the Stationery Depot during the quarter ending 31st December -- 1914.

Paper under file in Lindsay file

2. Letter No 902 dated 8th January -- 1915 from the Superintendent, Government Press, forwarding statements of (1) ~~of~~ fresh men entertained in service and (2) promotions given to the officials of the Government Press during the quarter ending 31st December 1914.

Order thereon No:- G. 1012-15
Fu 126-14-13

Dated, Bangalore the 22nd June ~~April~~ 1915

A single statement is submitted both for new appointments and for promotions. This is contrary to Govern-

17

ment Order No R 2514-53 / L R 214-05-1 dated 26th ---- August 1905 prescribing these returns as amended by Government Order Nos R 6765-804 / LR 103-05-11 dated 5th December 1905 and G 1561 / Gm 120-09-2 dated 11th September 1909 respectively, and the Superintendent is requested to submit these returns separately in future.

2. The transfer of T. Hanumaji Rao, from the Government Press, on promotion to the Government Stationery Depot requires the sanction of Government, since the two offices are distinct; and the Superintendent's letter gives no information whether this official has furnished the security prescribed by Government Order No 10138-39 Mis F 85-92 dated (March) the 1st November 1899. This information should be submitted.

3. Government consider it necessary to lay down definite rules regarding the power of appointment, leave, and disciplinary action in the Government Press and Government Stationery Depot. These offices were, by Government Order No B dated the

18

31st March 1886, placed under the control - of the Chief Secretary (now General and -- Revenue Secretary). The Superintendent - had, as such, no powers of appointment etc; and Government Order No G 5727-66 / GF 109-03 dated -- 22nd April 1905, which sanctioned the reorganisation of the Government Press, allowed -- him only a reasonable degree of latitude in professional matters.

4. When Mr. C. H. Yates was appointed Superintendent of the Government Press, it was found necessary, in practice, to allow him to exercise some powers of appointment, to --- enable him to secure efficient men in the Press; and ~~Government have generally approved~~ -- of ~~arrangements made by him~~. ~~The time has now arrived~~ for regulating these powers, and ~~Government are accordingly pleased to direct as follows:-~~

(1) All appointments whether fresh, -- or on promotion, in the Government Press office and the Stationery Depot, of which the - monthly salary exceeds Rs 40/- shall be mad

15

only with the previous ~~provisions~~ sanction of -- Government. The Superintendent shall - report the occurrence of such vacancies to Government with definite recommendations in each case setting forth the -- claims and qualifications of the available candidates.

(ii) All other appointments in those offices may be made by the Superintendent subject to the approval of Government. but all appointments the monthly emoluments of which exceed Rs 20 will be

(iii) Appointments or promotions involving transfers of officials from any one office to another under the Superintendent shall require the previous -- sanction of Government.

(iv) The powers of punishment and granting leave follow those of appointment, an appeal to Government being allowed from ~~the~~ orders passed by the Superintendent.

5. The above rules will be ~~suitably re~~ liable ~~-vised, if necessary,~~ to such revn as may be suitable on a change of incum-

bants in the office of Superintendent of the Government Press.

6. Separate orders will issue in regard to appointments in the Stamp Manufactory.

Print
8.0.

18/5

24.5.15.

Offg. Secretary to Government.

To

The Superintendent, Government Press.

The Superintendent, Government Stationery.
The Superintendent, Government Stamp Manufactory.
The Comptroller, Mysore Government.

C N C

Government of His Highness the Maharaja of Mysore.

GENERAL DEPARTMENT

G.O. No. G. 1012-15—G.M. 126-14-13, dated 22nd July 1915

Appointments and Promotions in the Stationery Depot & Godowns

Prescribing rules to regulate —.

W D 213—GPB—30-6-15—150